

HUMAN SERVICES SYSTEM

BUDGET UNIT: ADMINISTRATIVE CLAIM (AAA DPA)

I. GENERAL PROGRAM STATEMENT

This budget unit represents the administrative claim made by the county for social services programs under applicable mandatory federal and state regulations. Included are Transitional Assistance Department (TAD), Jobs & Employment Services Department (JESD), Department of Children's Services (DCS), Department of Aging and Adult Services (DAAS), the Performance, Education Resource Center (PERC), and the Administrative Support functions provided by HSS Administration (HSSA). Resulting changes are identified below.

II. BUDGET & WORKLOAD HISTORY

	<u>Actual</u> <u>1999-00</u>	<u>Budget</u> <u>2000-01</u>	<u>Actual</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
Total Appropriation	231,136,978	291,552,882	271,532,933	316,899,035
Total Revenue	222,963,065	278,626,661	260,092,476	303,900,688
Local Cost	8,173,913	12,926,221	11,440,457	12,998,347
Budgeted Staffing		4,033.3		4,400.6
<u>Workload Indicators</u>				
TAD Average Monthly Caseload	157,398	184,000	157,000	184,000
DCS Referrals - Annual	59,500	61,475	60,490	61,475
DCS Average Monthly Caseload	8,069	8,842	8,347	8,636
IHSS Averde Monthly Caseload	9,627	10,500	10,102	11,459

Salaries and benefits were under spent due to difficulty hiring and retaining staff in many HSS departments. Services and supplies were also under spent as a result of the lower staffing levels. Revenue is less than budgeted due to the reduced amount of expenses incurred and claimed.

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

JESD - Net increase of 43 budgeted positions
TAD - Net increase of 89 budgeted positions
DCS - Net increase of 15.5 budgeted positions
DAAS - Net reduction of 8.5 budgeted positions
HSSA - Net increase of 5.95 budgeted positions
HSS - Net increase of 175.86 budgeted positions - Elimination of Vacancy Factor to more accurately reflect staffing costs
HSS - Net increase of 22.5 budgeted positions to Full-Year fund those added in 2000-01
HSS - Net increase of 22.0 budgeted positions approved mid-year
PERC- Net increase of 2 budgeted positions for Ethics Training

PROGRAM CHANGES

HSS Administration – Centralization of HSS administrative support services provided to HSS Departments and the ensuing organizational changes have resulted in the need to increase support staff in this budget unit. Associated costs will be significantly offset by charges that will be made to those departments and are reflected in reimbursement accounts.

Reduction of data costs – Costs for software, data equipment, associated services and maintenance planned by HSS Information & Technology Support Division (ITSD) are significantly lower than the appropriations received in the 2000-01 budget. Much of this can be attributed to: the continuing useful life of infrastructure implemented in the last few years; attaining a near 1-to-1 computer to employee ratio (less need to procure large lots of new personal computers and associated items); and economies realized by ISD when bidding consolidated maintenance agreements for computer maintenance.

HUMAN SERVICES SYSTEM

GROUP:

DEPARTMENT:

FUND :

HUMAN SERVICES SYSTEM

HSS ADMINISTRATION

General AAA DPA

FUNCTION: PUBLIC ASSISTANCE

ACTIVITY: Administration

	2000-01 Actuals	2000-01 Approved Budget	2001-02 Board Approved Base Budget	2001-02 Board Approved Changes to Base Budget	2001-02 Final Budget
<u>Appropriations</u>					
Salaries and Benefits	163,181,627	175,474,454	184,088,932	8,601,851	192,690,783
Services and Supplies	49,357,859	57,159,882	59,481,592	(20,007,261)	39,474,331
Central Computer	2,671,684	2,807,018	3,078,089	75,229	3,153,318
Other Charges	36,683,192	31,825,992	36,180,343	3,236,591	39,416,934
Equipment	4,415,527	7,848,198	7,848,198	(2,367,764)	5,480,434
Transfers	15,888,299	17,131,755	17,131,755	21,045,316	38,177,071
Total Expenditure Authority	272,198,188	292,247,299	307,808,909	10,583,962	318,392,871
Less:					
Reimbursements	(665,255)	(694,417)	(694,417)	(799,419)	(1,493,836)
Total Appropriation	271,532,933	291,552,882	307,114,492	9,784,543	316,899,035
<u>Revenue</u>					
Fines & Forfeitures	19,658		-		-
Taxes	181,022		-		-
Current Services	466,145	474,459	474,459	(60,000)	414,459
State, Federal or Gov't Aid	259,243,907	278,032,202	293,183,528	10,122,701	303,306,229
Other Revenue	181,744	120,000	120,000	60,000	180,000
Total Revenue	260,092,476	278,626,661	293,777,987	10,122,701	303,900,688
Local Cost	11,440,457	12,926,221	13,336,505	(338,158)	12,998,347
Budgeted Staffing		4,033.3	4,085.3	315.3	4,400.6

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Total Changes Included in Board Approved Base Budget

Base Year Adjustments

Salaries and Benefits 7,729,570 MOU, 7% Tier, Workers Comp, Retirement

Services and Supplies 2,321,710 Inflation, Risk Mgmt Liabilities

2410 Central Computer 271,071

Full-Year Funding

Salaries and Benefits 206,186 HSS Board Agenda Item 12/19/00 - For various positions in HSS Administration - 29 FTE

Diversion Assistance 3,806,351 HSS Board Agenda Item 12/19/00 - In-Home Support Services Minimum Wage increase plus caseload growth

Mid-Year Increases

Salaries and Benefits 356,314 HSS Board Agenda Item 12/19/00 - For various positions in HSS Administration.

Diversion Assistance 296,000 HSS Board Agenda Item 12/19/00 - IHSS Minimum Wage increase plus caseload

Subtotal Base Year Appropriation 14,987,202

Revenue 14,576,918 State & Federal Aid

Subtotal Base Year Revenue 14,576,918

Subtotal Base Year Local Cost 410,284

Mid Year Adjustments

Description

Board Approved Date

Salaries and Benefits (131,896) 27-Feb-01 - Projected Savings from Fraud Reorganization

(263,793) 27-Feb-01 - Fraud Reorganization - Adj. For full year savings - **(7) FTE**

179,524 20-Mar-01 - TAD Childcare Providers

538,573 20-Mar-01 - TAD Childcare Providers - Full Year Adjustment - **30 FTE**

O.C. 3248 - IHSS Provider Pmts. 168,000 27-Feb-01 - 3% Salary increase for IHSS Providers

In-Home Support Services 84,000 27-Feb-01 - 3% Salary increase for IHSS Providers - Full Year Adjustment

Subtotal Mid Year Appropriation 574,408

Revenue 322,408 State & Federal Aid - Net revenue increase for TAD additions and Fraud Savings.

252,000 State Aid - 3% increase IHSS Providers.

Subtotal Mid Year Revenue 574,408

Subtotal Mid Year Local Cost -

Total Appropriation Change 15,561,610

Total Revenue Change 15,151,326

Total Local Cost Change 410,284

Total 2000-01 Appropriation 291,552,882

Total 2000-01 Revenue 278,626,661

Total 2000-01 Local Cost 12,926,221

Total Base Budget Appropriation 307,114,492

Total Base Budget Revenue 293,777,987

Total Base Budget Local Cost 13,336,505

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Board Approved Changes to Base Budget

Salaries and Benefits	1,590,000	Increase to Jobs and Employment Services - 43 positions
	1,629,634	Increase to Transitional Assistance - 59 positions
	992,534	Increase to Childrens Services - 15.5 positions
	(410,845)	Decrease to Aging and Adult Services - 8.5 positions
	(131,922)	Net Change to HSS Administration - 5.95 positions
	3,772,250	Increase to eliminate vacancy factor - 176.86 positions
	1,021,200	Increase to Full-year Fund HSS positions - 22.5
	139,000	Increase for PERC Ethics Training and Support - 2 positions
	<u>8,601,851</u>	
Services and Supplies	(3,719,445)	Decrease in planned software purchases
	831,968	EHAP\EA\CTR
	750,000	County Counsel services (moved from cost applied)
	505,253	Increase in system development charges
	(146,009)	Decrease in utility expense - telephone charges
	(2,059,894)	Decrease in professional services costs - No more payments for C-IV. Now paid by C-IV JPA.
	(735,980)	Decrease in equipment maintenance costs due to savings realized by ISD bids re: data equip.
	(14,879,632)	Change in rents & lease account due to reclassification of expenses required by GASB #34
	(609,522)	Decrease to various other accounts
	56,000	Additional appropriation needed to support PERC Ethics Program.
	<u>(20,007,261)</u>	
Central Computer	<u>75,229</u>	
Other Charges	974,256	Increase in GAIN - Transportation
	750,000	Increase in GAIN - Ancillary
	1,239,481	Increase in GAIN - Program Contract Services
	400,000	Increase for Independent Living Skills Program for Foster Children
	220,000	Increase for CalWORK's contracts with community-based organizations
	609,229	JESD portion of other support and care
	(607,825)	Decrease interest costs for Lease-Purchased equipment
	(348,550)	Decrease for miscellaneous costs regarding provision of services direct to clients
	<u>3,236,591</u>	
Equipment	(420,522)	Decrease in amount of adjustment needed for Non-depreciable assets
	(1,964,906)	Decrease in Lease-Purchase costs for data equipment
	17,664	Increase in Miscellaneous equipment changes
	<u>(2,367,764)</u>	
Transfers	262,568	Increase in support for Public Health - prescriptions for Children Services
	(628,892)	Decrease to DBH for provision of Mental Health Services to CalWORK's clients
	754,510	Increase to DBH/OADP for Alcohol and Drug Abuse Oversight Program for clients
	(585,670)	Decrease to DCS - HOPE program, now reported in PSSF
	256,000	Transfer to RES to pay for agents salaries and benefits - previously reported in 2905
	200,113	Transfer for Probation to work Program
	207,000	Transfer to Public Health for Family Planning Program
	925,000	Increase in PCSP Program for IHSS. Reimbursement for PH nurses now at Public Health
	(625,500)	Decrease - County Counsel charges now being reported in 2448
	244,679	Increased reimbursement to OOA programs for fronted costs for DPA staff & services
	337,508	Net increase for transfers to other departments providing services to TAD, DCS & DAAS clients
	100,000	Transfer to PHD for Family Planning Pilot - Talking to Your Children About Sex - Policy Item change.
	3,800,000	Transfer to Capital Improvement Project for Juvenile Dependency Court facility - Policy Item Change
	15,798,000	Transfer to RES to pay for leased facilities - Previously reported in 2905
	<u>21,045,316</u>	
Total Expenditure Authority	<u>10,583,962</u>	

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Reimbursements	(60,777)	Reimbursement received for increased Admin support to various HSS departments
	(160,794)	Reimbursement for DCS staff from DBH for CSOC program
	(281,573)	Reimbursement from PSD for HSS Admin Support
	(221,064)	Reimbursement From Probation for 4 DCS staff working for Repeat Offender Prevention Program Grant
	(75,211)	Net increase in reimbursements expected from various other sources
	<u>(799,419)</u>	
Total Appropriation	<u>9,784,543</u>	
State/Federal Aid	10,122,701	Increased revenue to cover costs of Juvenile Dependency Court Facility (\$3,800,000) - Policy Item Change
Current Services	(60,000)	Decrease in Miscellaneous Revenue
Other Revenue	60,000	Increase in Miscellaneous Revenue
Total Revenue	<u>10,122,701</u>	
Local Cost	<u>(338,158)</u>	